

Kansas Administrative Regulations

Kansas Department for Aging and Disability Services

Article 38.—Licensure of Adult Care Home Administrators

26-38-1. Definitions.

Each of the following terms, as used in this article of the department's regulations, shall have the meaning specified in this regulation:

(a) "Accredited college or university" means a college or university that is accredited by an accrediting body recognized by the council on postsecondary accreditation or by the secretary of the U.S. department of education.

(b) "Administrator of record" means the licensed adult care home administrator on record with the Kansas department for aging and disability services as the administrator of the facility in which a trainee completes a practicum.

(c) "Clock-hour" means at least 50 minutes of direct instruction, exclusive of registration, breaks, and meals.

(d) "Continuing education" means a formally organized learning experience that has education as its explicit, principal intent and that is oriented toward the enhancement of adult care home administration values, skills, knowledge, and ethics.

(e) "Core of knowledge" means the educational training content for the field of adult care home administration, as established in section 252.20 (b)(2) and (i), excluding the phrase "as recommendations for appropriate use by State agencies and boards," published at 37 fed. reg. 6451-6452 (1972) and hereby adopted by reference.

(f) "Direct supervision" means the process by which an on-site preceptor directs and monitors the day-to-day activities of a trainee to ensure that these activities are performed without risk or harm to residents.

(g) "Disciplinary action" means any final action taken by the board, or by a board or agency in another jurisdiction that is responsible for licensing adult care home administrators, that affects or relates to professional licensing.

(h) "Domains of practice" means the knowledge, skills, and abilities listed in table 1, "domains of nursing home administrator practice," on page 4 and outlined in exhibit 1 on

pages 7 through 13 of the "summary report of the job analysis of nursing home administrators," prepared for the national association of boards of examiners of long term care administrators and by the professional examination service, department of research and development, dated November 2007, and hereby adopted by reference.

(i) "Good character" means the moral standards and fitness that are required in an applicant for a license as an adult care home administrator. This term shall include good judgment, integrity, honesty, fairness, credibility, reliability, respect for others, respect for the laws of the state and nation, self-discipline, self-evaluation, initiative, and commitment to the profession of adult care home administration and its values and ethics.

(j) "Licensure period" means the period of time between the date on which a license is issued and the date it expires. All licenses shall expire biennially on June 30. Each license shall be valid for a period of not less than 12 months and not more than 24 months.

(k) "Preceptor" means a person who meets the following qualifications:

(1) Holds a current license in Kansas as an adult care home administrator that is not under suspension or limited; and

(2) within the preceding five years, has had either three years of full-time experience or a total of 5,000 hours of experience as a licensed adult care home administrator of a nursing facility, a nursing facility for mental health, or an intermediate care facility for people with intellectual disability. This experience shall have consisted of direct responsibility for, or active assistance and advising on, the general administration of the facility, including responsibility for planning, organizing, directing, and controlling the operation of the facility.

(l) "Relative" means an individual's family member or a member of an individual's household. For the purposes of this definition, "a member of an individual's household" shall mean any person sharing the individual's place of residence, and "family member" shall mean any of the following:

(1) A spouse, parent, child, or sibling;

(2) a sibling as denoted by the prefix "half";

(3) a parent, child, or sibling as denoted by the prefix "step";

(4) a foster child;

(5) an uncle, an aunt, a nephew, or a niece;

(6) any parent or child of a preceding or subsequent generation as denoted by the prefix "grand" or "great-"; or

(7) a parent, child, or sibling related by marriage as denoted by the suffix "-in-law."

(m) "Sponsorship" means an approved, long-term provision of programs for the purpose of fulfilling the continuing education requirements for license renewal or reinstatement.

(n) "Trainee" means an individual who has enrolled in a long-term care administration practicum conducted by an accredited college or university or an equivalent educational training program.

(Authorized by and implementing K.S.A. 65-3503 and 65-3504; effective Oct. 2, 2020.)

***** Authenticated Kansas Administrative Regulation *****